

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Recommended Objectives for the Quarterly Conference (Second Quarter)

FROM:		EXTENSION	NO.
Plans and Programs Staff, OL			DATE 30 March 1983
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. Chief, P&PS/OL	31 MAR 1983	<i>DM</i>	Comments (Number each comment to show from whom to whom. Draw a line across column after each comment.) Attached is proposed
2. Director of Logistics	31 MAR 1983	<i>BH</i>	Agenda for Quarterly
3. OL/P&PS			Objective review scheduled
4.			for 5 May.
5.			<i>BL</i>
6.			
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Recommended Objectives for the Quarterly Conference

(Second Quarter)

Objective

Presenter

Conduct a Comprehensive Review of Personnel Management Functions

STAT

Provide a System for More Timely and Efficient Response to Space Requirements (CADS)

STAT

Implement the Digital Prepress System

Continue to Work with GSA for Improved Service

STAT

Improve Responsiveness to Politically Sensitive Requirements for Goods and Services

Provide Support to SAFE, Phase II

Objectives NOT Include

Conduct a Pilot Quality Circle Program*

Consolidate Agency Metropolitan Washington Area Activities*

Establish Procedures to Execute Payments in Accordance with Prompt Pay Act*

Develop Policy and Resolve Key Issues Affecting Acquisition

STAT

Improve the Physical Environment and Quality of Food and Service in the EDR*

Design Methods to Improve Responsiveness to Furniture Requirements*

STAT

* Reported First Quarter